

**NOTICE OF DECISION TO DENY LICENSE**

**CERTIFIED MAIL**

Conditional License Expiration Date:

Dear

This is to inform you that a decision has been made to recommend that your application for a new license for the above-named facility be denied.

The recommendation to deny your application is based upon your failure to fully comply with the requirements noted below:

☐ Violation/Citation/Corrective Plan continued on attached page

As explained in the Conditional License Agreement, a Conditional License is valid for six months and cannot be renewed or extended. Upon expiration of the Conditional License, the above-named facility must cease operation immediately.

Please be advised that operation of a child care facility without a license constitutes a Class A misdemeanor.

You may apply now or in the future to obtain a new license (or permit, if applicable) to operate a child care facility. The Department will process your application in the normal course of business.

Date: \_\_\_\_\_

Licensing Representative

cc: